

**Minutes | October 30th, 2023 | 7:00 PM**  
**Board of Trustees (BOT) Meeting | Village Hall**



President Schall called the meeting to order at 7:00 PM.

**Roll Call:** President Mark J. Schall, Trustee Rick Cermak, Trustee Rich Schmitt, Constable Kristin Wright, Treasurer Robert E. O'Brien, Clerk Dori A. Panthofer

**Public:** None

**Public Comment |** None.

**Approval of BOT Meeting Minutes & Stand Up Meeting (SUM) Minutes |**

Motion to approve the October 9th, 2023 BOT Meeting Minutes and October 18th, 2023 SUM Minutes made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion carried at 7:01 PM.

**Trustee's Report (1) – Rich Schmitt**

- Cosmetic bridge repairs are tentatively scheduled for November 20th (weather permitting).
- Bridge inspections were completed; a full report is forthcoming.
  - Per Ayres, Wisconsin is developing a new program for smaller bridges (side streets that connect North and South Vincennes Cir).
- Breezy Hills Quote #LSRS23-22592 in the amount of \$10,741.68 (tax exempt); Bid excludes cost to remove juniper bushes. Part 1 Clear North Bay park bluffs between (16 N Vincennes Cir and 25 S Vincennes Cir); Part 2 - Lay & sod staple an erosion net and lay a straw blanket.

Motion to approve said bid made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Motion carried at 7:20 PM.

- Affordable Tree Care Quote #2609 is based on time and materials; access logistics (location of tree, brick wall) impact hourly rate (from 3621 N Bay Drive or 3612 Hennepin).
  - Access path plan is pending.
  - Affordable bid includes a crane waiver (past bids did not include a crane waiver).
  - President Schall is very reluctant to sign the waiver. Affordable is bonded and insured, which should include crane exposure.
  - Treasurer O'Brien noted the financial risk of crane work near bridges.
  - Trustee Schmitt will determine if the crane waiver is negotiable.
  - Trustee Schmitt will obtain another bid from Droprite Mulchrite.
  - President Schall also suggested getting a bid from Ace Tree Experts Inc.
- Bohm Electric submitted a bid to repair the overhead lighting (not to exceed \$1,525) and install grounded outlets (not to exceed \$725) at Village Hall. Half of the outlets at Village Hall are ungrounded and are a safety hazard. One of the overhead lights intermittently turns on, causing lighting issues on election day. Trustee Schmitt

pursued resolving electrical issues but he is not a licensed electrician and a licensed electrician is needed to resolve the issues. Dave Franseen from Bohm Electric stated that the old fixtures are constantly running, so there is no energy saving.

Motion to accept the bid with a request to include dimmer capability made by Trustee Cermak and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 7:53 PM.

**Trustee's Report (2) – Rick Cermak | No report.**

**Constable's Report – Kristin Wright | No Report.**

**Treasurer's Report – Bob O'Brien**

- Monthly financial report distributed.
- Budget discussion | A 4% net levy increase is needed to cover 2024 Village of North Bay costs, essentially the rate of inflation, for a total of \$366,148.00. Treasurer O'Brien will submit the required legal notice to the Journal Times and Clerk Panthofer will post it.

Motion to accept the levy in the amount of \$366,148.00 made by Trustee Cermak and seconded by Constable Wright. All in favor, none opposed. Motion carried at 7:58 PM.

**President's Report – Mark Schall**

Follow-up on expired building permit B2021-3 | President Schall contacted Mr. Castellano, who stated he is on top of it and that he knows what needs to be done; a drainage system will be used and flow will be diverted. President Schall stated that in the future, similar concerns should be presented in Public Comment and not during a Report. We all need to be cognizant of elected official concerns versus neighbor concerns.

**Clerk's Report – Dori Panthofer**

Minimal activity since the last BOT meeting. The Village issued one Building Permit this week.

**Accounts Payable |** Motion to accept the amended AP 2023 October report in the amount of \$18,437.87 and approve the preliminary AP 2023 November report in the amount of \$34,537.03, which authorizes Treasurer O'Brien and Clerk Panthofer to pay bills to maintain current accounts, made by Constable Wright and seconded by Trustee Schmitt. All in favor, none opposed. Motion carried at 8:03PM

**Old Business**

- Village tree care bid - See Trustee #1 report
- North Bay park landscape bid, if available - See Trustee #1 report
- Bridge inspection(s) - See Trustee #1 report
- Storm sewer ownership - See Trustee #2 report | Deferred.
- Proposed Floodplain Ordinance (FEMA/WI DNR mandate) | President Schall stated we approved this last month. Per Clerk Panthofer, tonight's meeting attachments included a letter from Attorney Larson dated October 18th, 2023 that stated he was

unable to prepare a clean copy. The Village has additional information to complete before it can be prepared. Also, multiple publications of the proposed Ordinance are required before a vote. President Schall will follow up with Attorney Larson.

- 2023 Wisconsin Act 12: How it affects local governments. | Per Clerk Panthofer, the letter asks the Board for permission to review North Bay's current Ordinances to make sure the Village is in compliance with the new state law. The Village would have benefited from receiving and acting on such a notice regarding short term rentals. President Schall will follow up with Attorney Larson to obtain a risk analysis.
- Reminder: December meeting moved up to November 27th, 2023
- Reminder: 2024 Spring Election (April 2nd, 2024)
  - Village Caucus & first meeting of 2024: 7:00 PM on January 8th, 2024
  - Three Village Offices on the ballot: Treasurer, Trustee #1 Public Works, Trustee #3 Water & Wastewater
    - Trustee Cermak stated he plans to seek another term.
    - Trustee Schmitt stated he will not seek re-election. He will consider serving again in the future.
    - Constable Wright asked Treasurer O'Brien his intent. Treasurer O'Brien replied that he has until late December.

### **New Business**

- 2024 Budget Planning - See Treasurer's report
- Village Hall lighting & electrical outlets - See Trustee #1 report

**Adjourn** | Motion to adjourn made by Constable Wright and seconded by Trustee Cermak. All in favor, none opposed. Meeting adjourned at 8:11 PM.